September 17 - 18, 2002

## **STATE OF CALIFORNIA**

### CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

**Base Year Modification Request Certification** 

Part 2: Generation Study - Includes Extrapolation of Residential or Non-Residential Diversion Data

To request a substitution for a previously approved base-year used in calculating the diversion rate for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

California Integrated Waste Management Board Office of Local Assistance 1001 | Street, 9th Floor PO Box 4025 Sacramento, CA 95812-4025

### **General Instructions:**

Please select the **ONE** choice below that best explains your request to the Board.

1. Use a recent generation-based study to calculate our current reporting-year generation amount, but not officially change our existing Board-approved base year.

2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative.

	Jurisdiction Information ents must complete this section	and Certifica	ition		
I certify und	der penalty of perjury that the in , and that I am authorized to m				rrect to the best of my
Jurisdiction N	ame		County	· · · · · · · · · · · · · · · · · · ·	
City of Wil	lits 1.1 c c	1	Mendocino	)	
Authorized Signature		18-	Title	General Ma	anager, MSWMA
Type/Print Na	me of Person Signing	7	Date		Phone ( )
Michael E. Sv	veeney		30-May-01		707 468 9710
Person Comp	leting This Form (please print or type)	)	Title	General Ma	алаger, MSWMA
Michael E. Sv	veeney				
Affiliation:	Mendocino Solid Waste Manageme	ent Authority			
Mailing Addre	SS		City	State	ZIP Code
P.O. Box 123		Ukiah		CA	95482
E-mail addres	s sweeney@pacific.net	<del>I</del>		. <b></b>	

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Section II: Information for New Generation-Base	ed Study
Attach additional sheets if necessary— reference	ce each response to the appropriate cell number (e.g., 4).
Note: New base years must be representative of a	jurisdiction's disposal and diversion.
Current Board-approved existing base-year:	2. Proposed new generation-based study year:
1990-91	1997
3. Explain how the proposed generation study year diversion:	is representative of average annual jurisdiction disposal and
	months. There were no unusual circumstances during this

4. Enter your diversion rates below.								
Diversion rate calculated using existing base year	a.	23	%	Diversion rate calculated using new generation-based study	b.	33	%	
For existing base year pounds/person/day based on generation		6		For new generation based study pounds/person/day based on generation			7	
Residential Non-Residential generation 51 % generation		9	%	Residential Non-Residential % generation 48 % generation		tial	52	%
Population existing generation-based study		502	27	Population new generation-based study			512	5

5. If there is an increase between 4a and 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide examples, e.g. change in jurisdiction's demographics.

Willits in 1997 had a comprehensive curbside recycling pickup and yard waste pickup, and a commercial recycling pickup program. There was a buy-back/drop-off recycling center conveniently located at the disposal site. The major supermarkets and some large businesses did direct recycling activity. The reported diversion rate is consistent with these programs.

**6.** If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference. (For example: new/improved curbside diversion programs.)

Between 1990-91 and 1997, there was expansion and improvement in all phases of the city's recycling programs.

Agenda Item Attachment 2a

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Board Meeting

September 17 - 18, 2002

7. Disposal Tonnage: (enter values)	2160	2339		
	Residential	Non-Residential	Total	
Please select the ONE choice below that best explains your disposal data and complete the required tables.	Isposal data and complete the	required tables.		
्र a. All tons claimed are from the Board's Disposat Reporting System (No explanation required. Go to Section 8.)	orting System (No explanation	required. Go to Section 8.)		
b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Modification Request and	lier and self-haul tonnage. (Ple	ase complete Reporting Yea	ar Tonnage Modification Request and	
Certification sheet found at http://www.ciwmb.ca.gov/lgcentral/forms/rytnmdrq.doc)	/forms/nytnmdrq.doc)			
c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at	ted. (Please complete Reportin	g Year Tonnage Modification	n Request and Certification sheet found at	
http://www.ciwmb.ca.gov/lgcentral/forms/rytnmdrg.doc)				

provide all back-up documentation, if requested.) Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition calculations). If any diversion is from restricted wastes [i.e., agricultural wastes, inert solids (e.g. concrete, asphalt, dirt, etc.), white goods, and scrap metall, please identify those programs/waste types and fill out section 11. Note: Restricted waste material should not be extrapolated in non-residential waste audits. Please mark as attachment 8 all copies of survey forms. 8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. (Note: the Board expects the jurisdictions to be able to

Note: The Board has indicated that it will be scrutinizing total source reduction amounts greater than 5% of total generation. Please be prepared to provide additional details subsantiating your \* Please provide detailed non-residential waste audit information in Section 9.

Diversion Activity	Actual tons	Estimated or extrapolated tone	Total tons	Relative Percent to Total Generation	Specific material type(s)	Specific conversion factor used (ff	Type of record and location of record
Please use the Board's program types The program type glossary is obline at: http://www.ciwmb.ca.gow/ LGCentre/PARIS/Codes/ Paduce.htm	₹.	( <b>8</b> )	(A-B)	(A-B)/Tatal Generation	(List programs with multiple materials together)		
Residential Activities:							
Source Reduction							
Backvard composting		117	117	1.7%	yard waste, food waste	200 lb/cy yard; 360 lb/cy food	Questionnaires, MSWMA office
Grasscycling							
Other rosidential source reduction (list each program separately)	iction (list eac	ch program se	oaratelly);				
Enter program name							
Enter program name							
Enter program name							
Enter program name							
Enter program name							
Subtotal Res. Source Reduction	<b>20</b> )	4	411	% <b>Z</b> ¥			
Recycling							
Curbside Recycling					OCC, ONP, mixed paper, mixed plastic, glass, aluminum		
Richark contact	7/7	₹Z Z	2,7	& O.	cans, un cans	alion	weight tags, natief office
Drop-off centers					OCC, ONP, HDPE, PETE, glass, aluminum cans, tin		
	312	ďΖ	312	4.6%	cans, office	none	weight tags, recycling centers
Other residential recycling (list each program separately)	(list each pro	gram separate	<u> </u>				
Enter program name		N/A					
Enter program name		N/A					

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Eliversion Activity	Actual tens	Estimated or extrepolated	Total tons	Relative Percent to Total	Specific meterial typie(s)	Specific conversion factor used (if any) and Source	Type of hecord and location of record
Pieses use the Board's oragram types. The program type glossey is online at: http://www.clwmb.ca.grov/ LGCentrai/PARIS/Codes/ Reduce htm.	€	<b>§</b> •	(Art)	Generation Generation	(List programs with multiple materials together)		
Enter program name		ΨĀ					
Enter program name		NA NA					
Subtotal Residential			, a	7			
Composting			<b>!</b>	ì			
Green waste drop-off	81	ΥN	81	Π	yard waste, wood waste	none	weight tags, hauler office
Curbside green waste	155	NA	155	2.3%	yard waste	none	weight tags, hauler office
Christmas Tree program		~ <2					
Other residential composting (list each program separately)	ist each pro	gram separate					
Enter program name		Ϋ́					
Enter program name		ΝΆ					
Enter program name		ΝA					
Enter program name		NY					
Enter program name		ΝΆ					
Subtotal Residential	\$		9				
Subtotal Residential			1	2			
Diversion	820	117	937	13.9%			
Non-Residential Activities: Source Reduction							
Non-residential Waste Audits*		123	123	1.8%	See Section 9	See Section 9	See Section 9
Other non-residential source reduction (list sech program separate)	duction (III)	Gech program	saparately)				
Commercial grasscycling	309	NA	309	4.6%	iyard waste	7.623 tons/acre/yr, CIWMB	city and school district acreage data
Enter program name		NA					
Enter program name		ΝA					
Enter program name		ďΣ.					
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Source Reduction	8	2	3	96 **			
Recycling							
Non-residential Waste Audits"	299		299	4.4%	See Section 9	See Section 9	See Section 9
Other non-residential recycling (list each program separately	(Not narch p	rogram separa	(Kyeg				
Commercial pickup	447	Ϋ́N	447	<b>%9</b> .9	OCC, ONP, office, HDPE, glass	none	weight tags, hauler office
		N.A					
Enter program name		¥ N					
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Board Meeting | September 17 - 18, 2002

Diversion Activity Please use the Board's program types. The program type glossen's colline at: http://www.ciwmb.ca.gov/. LGCentral/PARIS/Codes/. Reduce.htm	Activit form	Estimated of extra-polated to tons	Total tons	Relative Percent for Total Generation (A+B)/Fotal Generation	Spacific material types(s) (List programs with multiple materials logether)	Specific conversion factor used (if	Type of record and facation of record
Composting							
Non-residential Waste Audits*					See Section 9	See Section 9	See Section 9
Other non-residential compositing (Bet sach program separately	ting (Bat excl	h program sep	Krately)				
Commercial pickup		N/A			wood waste, yard waste	none	weight tags, hauler office
Commercial self-haul		Ϋ́			yard waste	none	weight tags, hauler office
Enter program name		NA					
Enter program name		N/A					
Enter program name		Ϋ́					
Subtotal Non-Residential Compositing	•	•	•				
Subtotal Non-Residential							
Diversion	1055	123	1178	17.6%			
Residentlai/Non-residential Diversion Activities							
ADC		N/A					
Shudge		N/A					
Scrap metal	129	NA	129	1.9%	white goods & scrap metals	none	weight tags, recycling center & landfill
Construction and demolition		ďΝ					
Landfill safvaga		N/A					
Subtotal Residential/Non- Residential Diversion	129		129	%6.1			
Total Res/Non-Res Source Reduction Tone	60E	240	<b>6779</b>	%1.8			
Total Diversion Tons	2004	87	<b>5544</b>	***			
Total Disposal Tons from Sec.7	66)77		98/#	66.7%			
Total Generation (Div+Dis)	£0 <b>5</b> 9	240	6743				
							化阿里克克 医唇 电极电池 医腹腔切除 山南 医阴道
Ž	Diversion Rate			70L 6			
1. E	TOT SUCIETY NAME			P 22	<b></b> •		

Sentember 17

- 18, 2002

# . Specific Non-Residential Sector Waste Audits - Top 10 Non-Residential Generators

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from the largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets. (Form will perform all calculations)

Include attachment, marked attachment 9, which includes a summary of alt the generators surveyed and all extrapolation calculations used to estimate the diversion rate

- include copies of survey form(s) used.
- Include for each generator (use type of generator in lieu of specific generator name, e.g. grocery store) each specific diversion activity and material type (e.g. cardboard recycling) and the associated tonnage for each diversion activity/material type, and applicable conversion factors/source.
- If using number of employees for your extrapolation method, include this information for each generator surveyed.
- Please order the non-residential generators, largest to smallest, based on total diversion tons.
- Also, summary should include the generators that were selected to be surveyed, but did not respond to the survey and the number of employees at each generator.
- estimated for either disposal-based or employment-base extrapolation methods, please include conversion factor(s) for disposal and source for conversion factor(s). Please provide As a comparison between disposal from the waste audits and DRS, the disposal for each generator must be included in the summary. Also, you should note if the disposal is an explanation as to how the conversion factor(s) is (are) appropriate for your jurisdiction, e.g. study was conducted to determine average weights using hauler weight tickets, etc. being used for the extrapolation calculation. For each non-residential generator, the disposal must be broken out by cubic yard, and roll-off or compactor weights. If disposal was

Type of work and the Communication	Audet Sp Reference en Number	Specific Diversion Activities include include include include the big paper recycling, great-cycling, great-cycling) (List activities on one fine)	Number of Employees	Source Reduction Tons	Kecycing Tons	Compositing Tons Total Diversion Tons	Percent of Total Generation (Total Diversion TonsTotal Generation in	Survey Method Phone (P) Meth (M) On site (D)
supermarket	1 OCC	OCC recyc; film plastic recyc; food	n/a	40	223	283	0.7%	d
supermarket	3000	AOCC recycle	n/a		25	25	%+0	٤
food bank	sneu s	Preuse of food	n/a	22		2	%L0	۵
elementary school	4 on-s	on-site food waste composting	n/a	11		•	%0°O	m.a
drug store	) )	SOCC recycling	n/a		16	16	%D'O	٥
public library	snay g	6 reuse of books & magazines	n/a	2		40	%0.0	٥
public utility	recy	recycling porcelin insulators & other plastics	n/a		4		%0.0	a
furniture store	8 reus	8 reuse of matresses	n/a	4		•	%0.0	٥
manufacturer	9 recy	9 recycling of plastic items	n/a		5	9	%0.0	٥
market	10 reus	10 reuse of cardboard boxes	n/a	-			%0.0	a

Summarize the non-residential diversion activities for the top 10 generators quantification methodology and applicable conversion factors and sources. (e.g. cardboard recycling: quantified by monthly tonnage receipts provided by the contact person at the business)

Generators provided actual tonnage data or a volume per week figure suitable for estimate. Source reduction volumes converted to weight using USEPA conversion factors.

Agenda	Iter	n
Attachm	ent	2a

- 11. For each restricted waste type I(i.e. agricultural waste, inert solids (e.g. concrete, asphalt, dirt, etc.), scrap metals and white goods (PRC Section 41781.2)] and associated program, please provide the following information:
- a. If the diversion program started on or after January 1, 1990, complete the following table:

(Note: program name refers to one specific diversion program for that waste type, for example diversion conducted by City Public Waste Dept.)

Restricted Waste Typ	e Specific Program name	Year started	Tonnage
Scrap Metal	▼ Business ferrous metal diversion	1992	29
Pull Down for Waste Types	▼		
Pull Down for Waste Types	▼		
Pull Down for Waste Types	▼		
Pull Down for Waste Types	▼		
Pull Down for Waste Types	▼		

- b. If the diversion program started before January 1, 1990, on a separate sheet, marked attachment 11b, provide the following documentation: (Note: If documentation for a waste type and program has already been approved by the Board, you do not have to provide an attachment 11b for that waste type and program. Instead (Date) please provide date of Board approval of previous submitted information.) If documentation is not available, go to 11d.
- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion [PRC Sec. 41781.2 (c) (1)].
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (Note: this criterion is applicable to the entire jurisdiction, not to individual programs [PRC Sec. 41781.2 (c) (2)]). Please include documentation.
- The jurisdiction is implementing, and will continue to implement, the diversion programs in its Source Reduction and Recycling Element.

c. If the diversion program started before January 1, 1990, and the documentation requested in 11b is available (but not vet approved by the Board), complete the table below for each program claimed:

Restricted Waste Ty	pe	Specific Program Name	New base year or reporting year diversion tonnage
Pull Down for Waste Types	<b>V</b>		
Pull Down for Waste Types	•		
Pull Down for Waste Types	~		
Pull Down for Waste Types	-		
Pull Down for Waste Types	-		
Pull Down for Waste Types	-		

d. If the diversion program started before January 1, 1990, and the documentation requested in 11b is not available, please complete the table below for each program claimed. (Note: Only the difference between the new base

vear/reporting year and 1990 can be counted in the diversion rate calculation.)

Restricted Waste Type		Specific Program name	New base year or reporting year tonnage	1990 diversion tonnage	Difference
Pull Down for Waste Types	▼				
Pull Down for Waste Types	▼				
Pull Down for Waste Types	-				
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Pull Down for Waste Types	~				

# Attachment 10

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# MSWMA Backyard Composting Survey

50 residents of the City of Willits were randomly contacted using the telephone directory. They were asked questions as set forth on the attached questionnaire

Out of the total sample, 17 respondents stated that they did some composting and 33 did not.

The 17 positive respondents diverted a total of 35.25 gallons per week of food waste and 425 gallons per month of yard waste.

This translated to 1.64 tons/year of food waste and 1.268 tons/year of yard waste.

The California Department of Finance estimated that there were 2009 households in Willits on January 1, 1997. Therefore each amount was multipled by the factor 2009/50 to project total backyard composting of all Willits households, and the total backyard composting diversion for the city was 50.9 tons yard waste and 65.9 tons food waste.

# City of Willits

# Attachment 11-b

The City of Willits operated its own landfill until 1997. Prior to 1989, there was no recycling at the landfill. White goods and scrap metal were routinely landfilled.

In 1989, responding to AB 939, the City instituted drop-off recycling of white goods and scrap metal at the landfill entrance.

Also in 1989, the franchised waste hauler, Solid Wastes of Willits, established a drop-off recycling center and began to receive scrap metals. This was carried out in response to a directive from the City of Willits to provide recycling services under the franchise contract.

In the Waste Generation Study for 1990-91, it was estimated that 29 tons of white goods, 96 tons of ferrous metals and tin cans, and 3 tons of non-ferrous metals were diverted. For the same study year, it was estimated that 166 tons of ferrous metals and tin cans and 37 tons of non-ferrous metals were still being disposed. This clearly shows that the total amount of scrap metals diverted in 1990 was less than or equal to the amount of that waste type disposed in any year before 1990, because scrap metal was a consistent component of the wastestream and the landfill's total tonnage remained consistent with 1990's total in previous years.

# CITY OF WILLITS ATTACHMENT 9

# DIVERSION BY COMMERCIAL GENERATORS NOT INCLUDED IN HAULER'S RECYCLING COLLECTIONS

Safeway 965  Ray's food  Willits food bank  Brookside Elementary  Rite-Aide Drug	market market food bank school	commercial commercial	OCC, LDPE, food	recycle, SR	factor direct weigh	(tons) 283
Ray's food Willits food bank Brookside Elementary Rite-Aide Drug	market food bank	commercial	LDPE, food		direct weigh	283
Willits food bank Brookside Elementary Rite-Aide Drug	food bank		OCC		1	
Willits food bank Brookside Elementary Rite-Aide Drug		commercial	1000	recycle	direct weigh	52
Rite-Aide Drug	school	Commiciciai	food	SR	240 lb/cy	54
	1 2011001	commercial	food	SR	240 lb/cy	11
	drug store	commercial	OCC	recycle	direct weigh	16
Willits Library	library	commercial	mixed paper	SR	40 lb/box	5
PG&E	utility	commercial	insulators, other plastic	recycle	direct weigh	4
Willits Furniture	furniture store	commercial	matresses	SR	100 lb/ea	4
White Eagle	manufacture	commercial	other plastics	SR	direct weigh	5
Mariposa Market	market	commercial	OCC, mixed paper	SR	.14 lb/cont	1
T&T Salvage	auto wrecker	commercial	non-ferrous	recycle	direct weigh	28.5
Baechtel Grove school	school	commercial	OCC	SR	.5 lb/box	1.4
Sparetime Supply	nursery	commercial	other plastic	SR	5 lb/pot	1
Howard Hospital	hospital	commercial	office paper	recycle	direct weigh	2.1
House Doctor	carpet store	commercial	foam padding	recycle	167 lb/cy	2.2
TNT Market	market	commercial	OCC	SR	.5 lb/box	.14
Bank of America	bank	commercial	office paper	recycle	direct weigh	2.4
Sanhedrin Nursery	nursery	commercial	other plastic	SR	5 lb/pot	.6
Willits Unified Schools	school dist.	commercial	yard waste	SR grasscycl	7.623 t/ac/yr	190.58
Caltrans	state	commercial	yard waste	SR	7.623 t/ac/yr	19.06
City of Willits	city	commercial	yard waste	SR grasscycl	7.623 t/ac/yr	99.1
	Willits Furniture  White Eagle  Mariposa Market  T&T Salvage Baechtel Grove school Sparetime Supply  Howard Hospital House Doctor  TNT Market Bank of America Sanhedrin Nursery Willits Unified Schools  Caltrans	Willits Furniture furniture store White Eagle manufacture  Mariposa Market market  T&T Salvage auto wrecker Baechtel Grove school school Sparetime Supply nursery  Howard Hospital hospital House Doctor carpet store  TNT Market market Bank of America bank Sanhedrin Nursery mursery  Willits Unified Schools school dist.  Caltrans state	Willits Furniture furniture store  White Eagle manufacture commercial  Mariposa Market market commercial  T&T Salvage auto wrecker commercial  Baechtel Grove school school commercial  Sparetime Supply nursery commercial  Howard Hospital hospital commercial  House Doctor carpet store commercial  TNT Market market commercial  Bank of America bank commercial  Sanhedrin Nursery nursery commercial  Willits Unified Schools school dist. commercial	Willits Furniture furniture store  White Eagle manufacture commercial other plastics  Mariposa Market market commercial oCC, mixed paper  T&T Salvage auto wrecker commercial on-ferrous  Baechtel Grove school school commercial oCC  Sparetime Supply nursery commercial office paper  Howard Hospital hospital commercial office paper  House Doctor carpet store commercial office paper  TNT Market market commercial office paper  Sanhedrin Nursery nursery commercial office paper  Willits Unified Schools school dist. commercial yard waste	Willits Furniture furniture store  White Eagle manufacture commercial other plastics  Mariposa Market market commercial other plastics  Mariposa Market market commercial other plastics  Mariposa Market market commercial oCC, mixed paper  T&T Salvage auto wrecker commercial non-ferrous recycle  Baechtel Grove school school commercial oCC SR  Sparetime Supply nursery commercial office paper recycle  Howard Hospital hospital commercial foam recycle  House Doctor carpet store commercial foam recycle  TNT Market market commercial office paper recycle  Bank of America bank commercial office paper recycle  Sanhedrin Nursery nursery commercial other plastic SR  Willits Unified Schools school dist. commercial yard waste SR  Caltrans state commercial yard waste SR  City of Willits city commercial yard waste SR	Willits Furniture furniture store  White Eagle manufacture commercial other plastics  Mariposa Market market commercial oCC, mixed paper  T&T Salvage auto wrecker commercial on-ferrous recycle direct weigh  Baechtel Grove school school commercial other plastic SR .5 lb/box  Sparetime Supply nursery commercial office paper recycle direct weigh  Howard Hospital hospital commercial office paper recycle direct weigh  TNT Market market commercial oCC SR .5 lb/box  TNT Market market commercial oCC SR .5 lb/box  Bank of America bank commercial office paper recycle direct weigh  Sanhedrin Nursery commercial office paper recycle direct weigh  Sanhedrin Nursery commercial office paper recycle direct weigh  Willits Unified Schools school dist. commercial office paper space direct weigh  Sanhedrin Nursery commercial office paper recycle direct weigh  Sanhedrin Nursery commercial office paper space direct weigh  Sanhedrin Nursery space of space space space of space